



**PARKING ADVISORY BOARD  
MINUTES**

**REGULAR MEETING  
August 22, 2022**

**The Parking Advisory Board convened in a regular meeting via the Zoom online format and in-person on August 22, 2022.**

**I. Vice-Chair John David Carson called the meeting to order at 5:05 pm.**

**II. Board Members in Attendance:**

- Chair Carina Boston – Pinales
- Vice-Chair John David Carson
- Esther Garcia
- Katie Smith Deolloz
- Rosalie Ray
- Johnny Finch
- Mayor Hughson
- Council Member Baker

**Staff Present**

- Assistant Director Public Works, Pete Binion
- Parking Coordinator, Samantha Cervantez
- Interim Assistant City Manager, Laurie Moyer

**III. 30 MINUTE CITIZEN COMMENT PERIOD**

**MINUTES**

1. Consider, by motion, the approval of regular meeting minutes:
  - July 18, 2022

**A motion was made by Vice Chair John David Carson, seconded by Chair Carina Boston Pinales, to approve the July 18, 2022, with the correction to change “Stuff” to “Staff” in the fourth bullet under item 2. The motion was carried by the following vote**

For:	6-	Chair Carina Boston Pinales, Vice Chair John David Carson, Board Member Katie Smith Deolloz, Board Member Rosalie Ray, Board Member Esther Garcia, Board Member Johnny Finch
Against:	0-	

Absent

1-

Board Member Esther Henk

**REPORT ITEMS**

2. Receive a staff report on parking citations issued and paid last month
  - Parking citations issued and paid in July:
    - Issued: 1,313
    - Paid: 295
  - YTD Parking Enforcement has issued about \$199,000 in fines and has had around \$88,000 worth of citations paid
  - There are still many citations remaining unpaid at the end of the month
  - One new Parking Tech has started making full coverage for Downtown
  - Another new Parking Tech started August 22, 2022
  
3. Receive a staff report on the Paid Parking Pilot Program in City Park
  - The Parks and Recreation Board received a presentation from FlowBird
  - Only out-of-town visitors will be charged the decided-on rate
  - Parks Board is looking at electronic forms of payment for now.
  - FlowBird is expandable to other parts of town
  - The Pilot is only looking at City Park for now
  - There is a potential for validation codes, if needed to be given or sold to businesses
  - The next item for Parks Board discussion rates and where revenue will go once a pilot is implemented
    - The current proposal is to have the funds go back into parks for improvements
  - There are good opportunities for the Parks and Recreation Board and the Parking Advisory Board to work together on the implementation of the pilot program.
  - FlowBird does work with the current LPR system.
  - The Parking Advisory Board would like to be more involved in the implementation process
  - Chair Carina Boston Pinales will reach out to the Parks and Recreation Board Chair to discuss some of the issues
  
4. Receive a staff report on the updated booting ordinance
  - Parking Enforcement Staff reviewed the revisions as presented in the packet
  - Parking enforcement staff will have best practices of (not included in the ordinance):
    - No booting after Thursday or on the Weekends
    - No towing right away, staff will give them time to work with the court
    - No towing after 5 pm
  - How the ordinance is written if Parking Enforcement staff will place a sticker on a car that has outstanding parking citations after ten if an

arrangement with the Judge has not been complete, a boot may be placed on the vehicle, if by 5 pm after a boot has been put on a vehicle, an arrangement has not been made with the Judge the Parking Enforcement team has the discretion to tow

- The municipal court adds some complexity to the process
- The Mayor notes that the notice needs to very clear on how the process works
- Mayor suggests working with the University Star to run an article about the upcoming change in process
- The Board requested a document with all the tracked changes highlighted to be emailed out to the board
- Board would like to add “I got a boot, what do I do?” to the parking webpage and including FAQ on the new parking changes

5. Receive a staff report on the Microtransit Solution

- The Mircromobility Solution should go to Council for consideration on September 6<sup>th</sup>
- The rollout would be a 4–6-week process for employee training and soft launch
- Vendor would like to run a two-week soft launch with Parking Advisory Board members and
- The hope is to have the vehicle spec sent to a vinyl wrap company to work on the pricing to wrap the vehicles
- Education Committee to work on the vinyl wraps
- Looking for grants to fund the future of this project needs to start as soon as possible
- Board Member Katie Smith Deoloz notes there is a better use of these funds, like more lighting, rather than spending such a large amount on this polit
- Staff would like to ask the vendor what on-vehicle marketing has worked in the past. Options can include vinyl, magnets, or other options
- Staff will send an email to the entire board when the council agenda packet is posted online

6. Receive a staff report on the Residential Parking Permit Program

- Staff reviewed where all the residential parking permit locations are currently
- Residents near Cheatham St voted down the option to have permitted parking in the past
- Staff will revise the map to include different parking zones like the Harvard, Yale, and Orchard Streets
  - Adding the no parking Monday-Friday zones
- Staff is still pushing through the Multimodal and Parking Initiatives Manager position through
  - This position will help manage programs like the Residential Parking Permit Program
- Currently, residents need to go to the Utility Billing Office to get a residential parking permit

- To Change the cost of the permits would be an ordinance change
  - City is looking to remove fees from the ordinance to make it easier to update as needed
- Parking Enforcement staff would like to start enforcing the Residential areas, but staff will push education on renewing their permits prior to heavy enforcement
- The board may want to come up with a process to create residential permit areas other than the current petition method

**ACTION ITEMS**

7. Consider, by motion, the approval of a goal date to launch the Employee Parking Pilot Program

*John David Carson recused himself*

- Staff recommends starting the employee parking late October, so it aligns with the Microtransit Solution
- Looking at October 24<sup>th</sup> if the contract gets approved, September 6<sup>th</sup>, and November 7<sup>th</sup> if the contract goes during the September 20<sup>th</sup> Council agenda
- Education tagline can be “Give a hoot don’t get the boot”

**Main Motion: A motion was made by Board Member Rosalie Ray, seconded by Board Member Johnny Finch, to approve a goal date for the launch of the Employee Parking Program on October 24<sup>th</sup> or November 7<sup>th</sup> pending when the contract of the Microtransit Solution goes to Council**

For:	5-	Chair Carina Boston Pinales, Board Member Rosalie Ray, Board Member Katie Smith Deolloz, Board Member Esther Garcia, Board Member Johnny Finch
Against:	0-	
Absent:	1-	Board Member Esther Henk
Recused:	1-	Vice Chair John David Carson

8. Discussion and possible consideration, by motion, the recommendation that Parking Benefits District be added to Chapter 82 in City Code
  - The request for a new district will be an ordinance that Council will consider
  - The purpose is to collect fees of different types from the approved districts and then reinvest a portion of the collected money back into that district
  - The proposed Parking Benefit Districts will include how the funds should be split when the ordinances are sent to Council
  - The Board’s intent is to save at least 20% of the fees would be to help pay for personnel

- The creation of Parking Benefit Districts is part of the Board’s charge, the purpose of this recommended code change is to create districts and help the Parks and Recreation Board with their Paid Parking Polit Program
  - This will assist with tracking ticketing and any other fees coming in from all the districts

**Main Motion: A motion was made by Board Member Katie Smith Deolloz, seconded by Board Member Rosalie Ray, to include the process to create Parking Benefit Districts to Chapter 82 in City Code. The motion was carried by the following vote:**

**Motion to Postpone: A motion to postpone the item until the next meeting to allow further review from the Admin Committee and Staff was made by Board Member Rosalie Ray and seconded by Vice Chair John David Carson. The motion carried by the following vote:**

For:	4-	Chair Carina Boston Pinales, Vice Chair John David Carson, Board Member Rosalie Ray, Board Member Johnny Finch
Against:	0-	
Absent:	3-	Board Member Katie Smith Deolloz, Board Member Esther Garcia, Board Member Esther Henk

**FUTURE AGENDA ITEMS**

- **Receive a staff report on the updated booting ordinance with tracked changes from original copy**
- **Discussion on needs from education committee and developing a communications plan**
  - **Wrap design**
  - **Cards for businesses with contact information for the Electric Cab**
  - **Discuss what would be the best option for marketing**
  - **Education on booting changes**
- **Update on the LAZ parking management**

**QUESTION AND ANSWER SESSION WITH THE PRESS AND PUBLIC**

None.

**IV. ADJOURNMENT**

The meeting was adjourned at 7:22 pm by Chair Carina Boston Pinales

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**Staff Liaison**

**Board/Commission Chair**

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